

## Programme Specification

1	<b>Awarding body</b>	University of London				
2	<b>Teaching Institution</b>	<b>Birkbeck College</b>				
3	<b>Programme Title(s)</b>	<b>Certificate of Higher Education Legal Studies</b>				
4	<b>Programme Code(s)</b>	UEHLEGST				
5	<b>UCAS code</b>	N/A				
6	<b>Home Department</b>	Law				
7	<b>Exit Award(s)</b>	N/A				
8	<b>Duration of Study (number of years)</b>	1				
9	<b>Mode of Study</b>	FT		PT	x	DL
10	<b>Level of Award (FHEQ)</b>	Level 4				
11	<b>Other teaching depts or institution</b>	N/A				
12	<b>Professional, Statutory Regulatory Body(PSRB) details</b>	N/A				
13	<a href="#"><u>QAA Benchmark Statement</u></a>	Law				

14	<b>Programme Rationale &amp; Aims</b>
	<p>The Certificate of Higher Education in Legal Studies provides students with an introduction to legal studies that is critical, interdisciplinary and blends theoretical and practical approaches. It is designed for students from a range of backgrounds and seeks to enable students to develop key skills and knowledge broadly applicable to the study of law and legal issues.</p> <p>With a focus on developing academic, legal and transferable skills, the programme is aimed at transforming students to lifelong learners, to upgrade their credentials and enhance the diversity of their skills. It is suitable for those who wish to undertake a course of study which will prepare them for degree level, and for those who are interested in widening their horizons.</p> <p>The Certificate of Higher Education in Legal Studies aims to:</p> <ol style="list-style-type: none"> <li>1. Develop critical understanding of the English Legal System and the administration of justice.</li> <li>2. Introduce a range of debates, principles, and values underpinning legal practice.</li> <li>3. Explore the law in its cultural and socio-political context.</li> <li>4. Identify, locate and appraise a range of legal and non-legal sources.</li> <li>5. Develop sound academic, legal and transferable skills such as reading, writing, oral and presentation skills, as well as group work and information technology skills.</li> </ol> <p>Key features:</p> <ul style="list-style-type: none"> <li>• Students can self-enrol onto each of the four modules; the enrolment is open access, and modules can be completed across 1-2 years. Students completing the four modules will be awarded a Certificate of Higher Education.</li> <li>• The programme differs from the LLB with Foundation year in content and aim. The Certificate programme is designed to introduce socio-legal (and critical legal) studies</li> </ul>

	<p>in general. It is aimed at a varied student population, including those who are interested in introductory legal studies with the potential for further study in law, but also those who may not necessarily wish to progress into a full law degree. The programme also targets those who may be interested in only taking single modules.</p> <ul style="list-style-type: none"> <li>• All four modules are designed in such a way to allow students practical application of knowledge and skills through the examination of problem questions, case studies, and case scenarios; and the practice of skills through the creation of presentations, awareness-leaflets, and small research projects.</li> <li>• Students study a range of legal topics such as the creation and development of legislation, the trial process including police powers, sentencing, and the protection of human rights and civil liberties. Students will also debate questions related to law and ethics such as ethical journalism, medical negligence, and ethics of the legal profession.</li> <li>• Because the programme is enrolled on a modular basis, it is classified as part-time, although students can complete all four modules within one year.</li> <li>• Because the programme is run on a modular basis, students can start the programme at multiple points in the year (i.e. October, January or April) subject to sufficient enrolments.</li> </ul>
15	<b>Entry Criteria</b>
	<p>All applicants need to be aged over 18.</p> <p>This is an open-access course (i.e. no formal qualifications are required), but all modules are taught at university level so students must be fluent in English reading, writing and speaking.</p>
16	<b>Learning Outcomes</b>
	<p>By the end of the course, students will be able to:</p> <ol style="list-style-type: none"> <li>1. Describe and evaluate the fundamental principles and values of the common law legal system, approaches to the making of law, its application and development</li> <li>2. Describe and evaluate the trial process, the administration of justice and values underpinning it</li> <li>3. Identify and evaluate legal principles in their social, political and cultural context</li> <li>4. Explain and evaluate ethical considerations underlining law and social relations</li> <li>5. Utilise information from various sources to produce a logical argument, to evaluate an argument and draw conclusions.</li> <li>6. Apply the techniques of legal reasoning and inference to problem solving and use the skills of legal research to assess law in context</li> <li>7. Present information in different formats to a variety of audiences</li> <li>8. Demonstrate an excellent grasp in information technology</li> <li>9. Reflect on own academic and professional strengths and limitations and take responsibility for setting targets and implementing plans for personal/academic/professional development</li> <li>10. Collaborate with others effectively</li> </ol>

17	<b>Learning, teaching and assessment methods</b>
	<p>Learning &amp; Teaching methods:</p> <p>The School of Law employs a variety of teaching and learning strategies to enable learning outcomes to be achieved. In particular, we promote student learning through lectures, seminars, virtual learning environments, one-to-one tutorials, web-based independent skills tutorials and public seminars and research events.</p> <p>Students will be able to take each of the four 30-credit compulsory modules as standalone modules. The compulsory modules employ a range of teaching methods such as lectures, seminars and tutorials. Skills will be imbedded in the learning of the substantive material and students will be able to attend one Saturday intensive skills workshop and a library hands on session each term. The fourth module (Law in Context) takes a blended learning approach where students will engage in online-discussions and learning exercises.</p> <p>Assessment:</p> <p>The assessments on the Programme are designed to support students in developing a range of skills and learning approaches. Student will be assessed with a range of methods, including:</p> <ul style="list-style-type: none"> <li>• short writing exercises</li> <li>• essays and reports</li> <li>• class presentations</li> <li>• case-study analysis</li> <li>• online discussion forums</li> <li>• self and peer assessment</li> </ul>
18	<b>Programme Description</b>
	<p>The Certificate in Higher Education in Legal Studies is designed to introduce students to a range of topics in the field and to build students' skills, knowledge and confidence in the subject.</p> <p>Students take four compulsory modules:</p> <ul style="list-style-type: none"> <li>• English Legal System</li> <li>• The Administration of Justice</li> <li>• Law, Society &amp; Ethics</li> <li>• Law in Context</li> </ul> <p>Each module is taught over the course of one term, and classes primarily take place in the evening in three-hour slots (6-9pm). Attendance is normally once a week, except when taking more than one module at a time.</p> <p>To allow flexibility, the 4<sup>th</sup> module (Law in Context) takes a blended learning approach, which incorporates both face-to-face and online learning. Students will have three classes across the eleven weeks but will spend the rest of the time engaging in online-discussions and independent study via the virtual learning environment (Moodle).</p> <p>It is strongly recommended that students take no more than one module per term except for the summer term, where they will need to take two modules at a time if they wish to</p>

complete a Certificate in Higher Education within a single academic year (starting in October).

It is also strongly recommended that students take the module English Legal System first, followed by the module The Administration of Justice.

Modules' content and assessments are designed in a scaffolded way, in order to slowly but confidently build students substantive knowledge and skills. Students wishing to take modules as stand alone with no aim to complete a Certificate, will be supported in the same way as students taking the whole programme. This includes the availability of: library hands-on session on every term; Saturday academic skills intensive-workshops every term; online revision-skills for every module.

Detailed Module Descriptions:

#### 1. English Legal System:

In this course students explore the working of the English Legal System. By looking at the principles and values underpinning the common law, they will develop an understanding of the approaches taken to law making by Parliament, and its application and development by the judiciary. Students will not merely study these topics, but will learn how to apply their learning on problem case scenarios. By looking at a range of case law and legislations, the course builds the skills and knowledge necessary for developing cogent arguments and analysis. Students will explore and practice legal reasoning whilst developing transferable skills such as acquiring a good grasp in information technology (e.g. using course virtual learning environment), learn to reflect and enhance their academic strengths and understand how to set targets for personal and professional development.

#### 2. The Administration of Justice:

This course provides a comparative introduction to the administration of justice. While it will focus on England and Wales, it will also develop awareness of other legal systems. By examining a range of legal case studies, the course builds the skills and knowledge required for evaluating arguments and using inference techniques to problem solving. Students will engage in debates concerning issues in policing, evidence and sentencing; they will visit a Court and reflect on this experience against what they have studied about the adversarial system. They will gain appreciation of and critically evaluate concerns related to civil liberties and human rights.

#### 3. Law, Society and Ethics:

This course explores the importance of ethical considerations in social life and the law. Students will examine issues concerning the legal profession, ethical journalism, medical negligence and ethics and the environment. By looking at a range of case scenarios and case law, they will critically assess the effects of ethical decisions. The course will introduce basic research skills; it will enhance appreciation of civic responsibility giving the opportunity to design an awareness-flyer on an ethical question.

#### 4. Law in Context:

This course introduces a series of contemporary ideas about law and social life. Students will be tracing the formation of these ideas in their social and legal historical context. The

	<p>course provides awareness on the reading and writings of legal historical narratives and the conflicting interests underpinning them. By exploring the socio-cultural origin of legislation, students will develop the skills and knowledge required to critically evaluate contemporary law and social mores. They will be introduced to primary historical sources and use these to question and evaluate legal reforms. The course is designed to develop a range of transferable skills predominantly related to information technology and team working. This course takes a blended learning approach where students will meet their fellow students in person but also engage in online-discussions and directed-online self-learning.</p>
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19	Programme Structure			
Part-Time programme				
Year 1				
Level	Module Code	Module Title	Credits	Status*
4	LALW045S4	English Legal System	30	Compulsory
4	LALW046S4	The Administration of Justice	30	Compulsory
4	LALW047S4	Law, Society and Ethics	30	Compulsory
4	LALW048S4	Law in Context	30	Compulsory

**Status\***

CORE – Module must be taken and passed by student; COMPULSORY – Module must be taken, mark can be reviewed at sub-exam board; OPTIONAL – Student can choose to take this module

20	<b>Regulations</b>
	<ul style="list-style-type: none"> <li> <b>Admissions</b>            This programme adheres to the College Admissions Policy  <a href="http://www.bbk.ac.uk/registry/policies/documents/admissions-policy.pdf">http://www.bbk.ac.uk/registry/policies/documents/admissions-policy.pdf</a> </li> <li> <b>Credit Transfer</b>            Accredited Prior Learning will be considered in line with the College Policy on Accredited Prior Learning  <a href="http://www.bbk.ac.uk/registry/policies/documents/accreditation-prior-learning.pdf">http://www.bbk.ac.uk/registry/policies/documents/accreditation-prior-learning.pdf</a> </li> <li> <b>Programme Regulations</b>            This programme adheres to the College Common Awards Scheme  <a href="http://www.bbk.ac.uk/registry/policies/regulations">http://www.bbk.ac.uk/registry/policies/regulations</a> </li> <li> <b>Programme Specific Regulations (or not applicable)</b> N/A         </li> </ul>

21	<b>Student Attendance Framework – in brief</b>
	<p>The full version of the 'Student Attendance Framework' is available  <a href="http://www.bbk.ac.uk/mybirkbeck/services/rules/Attendance-Framework.pdf">http://www.bbk.ac.uk/mybirkbeck/services/rules/Attendance-Framework.pdf</a> .</p> <p><b>Principle</b>            Consistent and regular student attendance in class (or equivalent) promotes and affords student success. Inconsistent and irregular attendance is less likely to result in student</p>

	<p>success and is consistent with lower marks and degree classifications being achieved and awarded.</p> <p><b>Attendance expectation</b>          Birkbeck, University of London expects you to consistently attend all timetabled sessions, including lectures, seminars, group and individual tutorials, learning support sessions, workshops, laboratories, field trips, inductions and demonstrations.</p> <p><b>E-Registers</b>          All Birkbeck students are issued with student cards. Students are expected to take them to classes and to assessment venues and to present them to a member of staff if requested. This is for the purpose of identifying Birkbeck students.</p>
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22	<b>Student Support and Guidance</b>
	<p>All Birkbeck students have access to a range of student support services, details can be found on our website here: <a href="http://www.bbk.ac.uk/student-services">http://www.bbk.ac.uk/student-services</a></p>

23	<b>Methods of Enhancing Quality and Standards</b>
	<p>The College has rigorous procedures in place for the monitoring and enhancing its educational provision. This includes regular monitoring of programmes drawing on feedback from various sources including external examiner's reports, student feedback, student achievement and progression data. In addition, departments are reviewed every four to five years through the internal review process that includes external input.</p> <p>For more information please see the Academic Standards and Quality website <a href="http://www.bbk.ac.uk/registry/about-us/operations-and-quality">http://www.bbk.ac.uk/registry/about-us/operations-and-quality</a> .</p>

24	<b>Programme Director</b>	Dr Susy Menis
25	<b>Start Date</b> ( <i>term/year</i> )	Autumn 2019
26	<b>Date approved by Education Committee</b>	March 2019 (chair's action)
27	<b>Date approved by Academic Board</b>	Summer 2019
28	<b>Date(s) updated/amended</b>	April 2019